



# National Science Foundation

## *Excepted Position Vacancy*

**ANNOUNCEMENT NO:** E20020008

**OPEN:** 10/9/2001

**CLOSE:** 11/9/2001

**THIS IS A PERMANENT POSITION.**

**POSITION VACANT:** Physical Scientist (Staff Scientist), AD-2. Physical Scientist (Staff Scientist), AD-3. These are interdisciplinary positions. Computer Sciences series 1550, Engineering series 801, Science Education series 1701, Mathematical Science series 1520, Physical Science series 1301, Biological Science series 401, and Social Science series 101 will be considered. Annual salary ranges from \$ 44,352 to \$ 99,580.

**PROMOTION POTENTIAL:** None

**LOCATION:** Office of Inspector General, Office of Investigations, Arlington, VA.

**BARGAINING UNIT STATUS:** This position is excluded from the bargaining unit and will be filled in accordance with the Merit Promotion Plan described in NSF Manual 14 (PER II-100).

**AREA OF CONSIDERATION:** All Sources

### **THIS POSITION IS OUTSIDE THE COMPETITIVE CIVIL SERVICE**

Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service status or reinstatement eligibility will not obtain civil service status if selected. Candidates currently in the competitive service will be required to waive competitive civil service rights if selected. Usual civil service benefits (retirement, health benefits, life insurance) are applicable for appointments of more than one year. Disabled veterans with 30% service-connected disabilities as well as other applicants with severe disabilities will be considered without regard to the closing date if applications are received prior to final selection.

### **DUTIES AND RESPONSIBILITIES:**

Assists the Associate Inspector General for Investigations by (1) investigating allegations of misconduct in scientific and engineering research and education involving NSF programs, conducting interviews and collecting information inside and outside of the Foundation, and preparing findings and recommendations; (2) investigating charges of improper actions by NSF staff; (3) participating in multi-disciplinary review efforts and OIG outreach programs; and (4) preparing written reports and oral presentations of the results of studies for dissemination within and outside of NSF.

**QUALIFICATIONS REQUIRED:** For AD-2 level, applicants must have a Ph.D. (or equivalent professional experience) in one of the following fields: Computer Science, Engineering, Education, Mathematical Science, Physical Science, Biology or Social Science, plus two or more years of successful research, research administration, and/or managerial experience pertinent to the position. Applicants must demonstrate a thorough understanding of their chosen fields and a broad understanding of the practice of science, engineering, or education across disciplines.

For AD-3 level, applicants must have a Ph.D. or equivalent experience in one of the following fields: Computer Science, Engineering, Education, Mathematical Science, Physical Science, Biology or Social Science, plus four or more years of research, research administration, and/or managerial experience pertinent to the position.

### **QUALITY RANKING FACTORS:**

1. Expert knowledge of research and/or education practices in one of the following fields: Computer Science, Engineering, Education, Mathematical Science, Physical Science, Biology or Social Science.
2. Broad knowledge and understanding of the practices of scientific and engineering research or education across organizations and in various engineering and scientific disciplines other than their own.
3. Demonstrated personal or professional capability or interest in resolving ethical issues in science, engineering, and education and conflicts of interests.
4. Ability to acquire a thorough knowledge and understanding of federal policies and procedures for awarding grants and contracts.
5. Ability to write effective analytical and technical reports, conduct interviews, and speak before an audience.

**BASIS FOR RATING:** Final ranking is based on an evaluation of your experience, education and training as they relate to the knowledge, skills and abilities specified in the Quality Ranking Factors. Current performance appraisal, letter(s) of recommendation, and awards may also be used in the evaluation process.

**CONDITIONS OF EMPLOYMENT:** Appointment to the position is contingent upon successful completion of the appropriate background investigation. Satisfactory completion of a one-year trial period may also be required.

**HOW TO APPLY:** You may apply for this position with the *Optional Application for Federal Employment* (OF-612), the older *Application for Federal Employment* (SF-171), a resume, or other application format of your choice - so long as it contains the necessary information (summarized below). You must also submit a current Performance Appraisal or letter(s) of recommendation from professionals who can comment on your capabilities. In order to ensure full consideration, it is recommended that you submit a supplemental statement which specifically addresses how your background and experience relate to each Quality Ranking Factor listed on this announcement.

You must specify the job announcement number, and title and grade(s) of the job for which you are applying. You should also provide the following information: ♦ Your country of citizenship. ♦ Your social security number. ♦ Information about your education, including (1) high school graduation date and (2) college/university information - your major, and type and year of degree(s). If no degree, show total credits earned and indicate whether they are semester or quarter hours. ♦ Information about all your work experience related to this job, including job titles, duties and accomplishments, employer's name and phone number, number of hours worked per week, starting and ending dates (month and year), and annual salary. If you held various positions with the same employer, describe each separately. ♦ If you have Federal civilian experience, indicate the highest grade held, the job series, and dates held. ♦ The brochure *Applying for a Federal Job* provides information on the Federal job application process; it is available by calling the number listed below. **If your application does not provide all the information requested in the vacancy announcement, you may lose consideration for this job.**

The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

Submit all application material to National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Room 315, Arlington, VA 22230. Attn: Announcement Number E20020008. In addition to the required application materials, you are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment. The information is used for statistical purposes only. **ALL FORMS MUST BE RECEIVED BY THE CLOSING DATE OF THIS ANNOUNCEMENT.** For additional information call Yvonne Woodward on (703) 292-4386. Hearing impaired individuals may call TDD (703) 292-8044.

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